



FREEDOM OF INFORMATION ACT (FOIA) RESPONSE

RESPONSE DATE: 22 NOVEMBER 2022
FOIA RESPONSE NO: GSA-2022-000200
CONTRACT/TASK ORDER NO: 47QFDA20F0039

☒ FULLY RELEASABLE ☐ FULL DENIAL ☐ PARTIAL DENIAL ☐ NEED CLARIFICATION ☐ NO RECORDS

FOIA EXEMPTION(S):

☐ 5 U.S.C. § 552(b)(1) ☐ 5 U.S.C. § 552(b)(2) ☐ 5 U.S.C. § 552(b)(3)
☐ 5 U.S.C. § 552(b)(4) ☐ 5 U.S.C. § 552(b)(5) ☐ 5 U.S.C. § 552(b)(6) ☐ 5 U.S.C. § 552(b)(7)

COMMENTS:

GSA-2023-000200 Request by Rose Santos: [Reference FGI# 22-80555G] Relevant to 47QTCK18D0037 Task Order 47QFDA20F0039, we seek CLEARLY RELEASABLE copies of the following: (1) Task order title page (1st page only) and (2) the Task Order's CURRENT Statement of Work/Performance Work Statement (SOW/PWS) [WE DO NOT SEEK PRICING] (this FOIA request should be placed in the "simple" agency FOIA processing queue)



November 22, 2022

Rose Santos
FOIA GROUP INC.
P.O. Box 368
Depew, NY 14043

Dear Ms. Santos:

This letter is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request number (GSA-2022-000200), submitted on (insert date FOIA was submitted to GSA), in which you requested the following:

“[Reference FGI# 22-80555G] Relevant to 47QTCK18D0037 Task Order 47QFDA20F0039, we seek CLEARLY RELEASABLE copies of the following: (1) Task order title page (1st page only) and (2) the Task Order’s CURRENT Statement of Work/Performance Work Statement (SOW/PWS) [WE DO NOT SEEK PRICING] (this FOIA request should be placed in the “simple” agency FOIA processing queue)”

Enclosed please find the documents responsive to your request.

This completes our action on this FOIA request. Should you have any questions, please contact Paris N. Marshall at (202) 821-3726 or by email at paris.marshall@gsa.gov. You may also contact the GSA FOIA Public Liaison, Paris N. Marshall at (202) 821-3726 or by email at paris.marshall@gsa.gov for any additional assistance and to discuss any aspect of your FOIA request.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, email at ogis@nara.gov; telephone at (202) 741-5770; toll free at (877) 684-6448; or facsimile at (202) 741-5769.

Sincerely,

Duane Fulton

Lead Government Information Specialist
Office of the General Counsel
General Services Administration

TASK ORDER

Integrated Resource Management Information System (IRMIS) Support

IN SUPPORT OF:

DEPARTMENT OF DEFENSE
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY FINANCIAL MANAGEMENT
AND COMPTROLLER (ASA (FM&C))

ISSUED BY:

General Services Administration (GSA)
Federal Acquisition Service (FAS)
Assisted Acquisition Services (AAS)
National Capital Region (NCR)
1800 F Street, NW Washington, DC 20405

SECTION C – DESCRIPTION/SPECIFICATIONS/PERFORMANCE WORK STATEMENT

C.1 PURPOSE

The purpose of this TO is to obtain services related to the Operational Support, and Application Engineering Support of the ASA (FM&C)'s Integrated Resource Management Information System (IRMIS). This TO will provide the agency with the technical and functional expertise to sustain and maintain IRMIS in an operational state during critical budget cycles and to provide new capabilities to support new budget requirements.

C.2 BACKGROUND

The Headquarters Department of the Army (HQDA) participates in the Department of Defense Planning, Programming, and Budget and Execution System (DoD PPBE). The Army component of the DoD PPBE is the Planning, Programming, Budgeting, and Execution System (PPBE). The Integrated Resource Management Information System (IRMIS) is the Army's integrated PPBE tool which supports all phases of the process. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds.

IRMIS software is a net-centric suite of tools that supports resource managers and analysts at all levels of the Army in accomplishing multiple missions. The IRMIS suite of tools assists the Army in multiple functional program areas such as: updating and managing the Army Total Obligation Authority (TOA); producing budget exhibits; tracking Congressional marks; preparing funding documents; responding to the Office of the Secretary of Defense (OSD) Program and Budget Review decision documents (Program Budget Decisions (PBDs), Program Decision Memoranda (PDMs) and Resource Management Documents (RMDs)); and preparing military and civilian costing and their corresponding budget exhibits. The resources managed include base and contingency funding, funding requests, funding requirements, procurement quantities, and civilian costing. IRMIS has a highly flexible data model that is easily adaptable to changing guidance from higher headquarters or Army leadership. The IRMIS software integrated database shares information across the IRMIS suite of tools, thus alleviating the need to duplicate data and reducing the risk of data inconsistency.

The IRMIS software suite consists of the following applications accessed via the IRMIS Portal. These applications are custom designed and were developed by a contractor under the guidance of ASA (FM&C).

- a) **Resource Formulation System (RFS):** RFS provides the means to update, manage, and report resources during the budget and programming cycles in the PPBE. RFS has several key features that help the Army Staff throughout the PPBE cycle. The features include the capability to propose, coordinate, approve, and track changes in support of both program and budget phases. RFS includes several standard reports and budget exhibits as prescribed in Congressional and OSD guidance. RFS also provides the capability to import and export data to various files, including structures for OSD Comptroller and Probe systems. RFS provides Web Services that support

interfaces with other Army systems that support budget justification. Resources include base and contingency funding as well as quantities and requirements.

- b) **Funding Control System (FCS):** FCS supports the Army during the annual funding process. The system supports the tracking and distribution of funds year-round. The system provides the Army appropriation sponsors with the capability to track congressional marks on the President's budget request. FCS prepares funding guidance documents for the field based on the signed legislation and appropriation sponsor adjustments. FCS also helps execute the budget by facilitating distribution of funds during the year of execution.
- c) **Civilian Pay Costing and Analysis System (CPCAS):** CPCAS produces the Civilian Manpower Budget Exhibits for the Army's civilian workforce for submission to Congress. CPCAS is used to generate reports used in manpower analyses and processes prior year civilian dollar and manpower execution data. CPCAS provides the Department of the Army with the capability to develop and project the cost of the Army's civilian workforce. It supports "real-time" affordability analysis of program and budget civilian manpower changes. CPCAS provides the dollar civilian manpower cost estimate by multiplying approved work years received from SAMAS by approved pay rates received from CEAC.
- d) **Program Budget Review (PBR) Decision Coordination System (DCS):** The PBR-DCS provides the Army with the tools to facilitate responding to PBR Decision Documents. The system supports the entire process by providing all documentation required to staff and respond to a PBR Document in an automated on-line environment. The PBR-DCS System allows the Control Team to receive an electronic document and initiate the staffing process. All document text and amounts are stored in the IRMIS database. A variety of management reports are available to help the Army track and better manage its participation in the PBR Decision Cycle. The PBR-DCS System allows authorized users to prepare and coordinate the Army responses. It allows the information to be posted to an access-controlled web site for viewing across the Army.
- e) **Military Personnel Financial Management System (MP-FMS):** The MP FMS is used by the military pay appropriation sponsors to develop the financial plan for compensating military personnel. The system is also used to generate the MPA, RPA, and NGPA justification materials for submission to OSD and Congress.
- f) **Price and Program Growth System (OP-32):** This system produces the OP-32 Price and Program Growth Budget Exhibit required for O&M Justification Books and produces an OP-32 file in the format required by OSD. The system calculates the price growth and program growth between fiscal years as required for the President's Budget and Budget Estimate submission requests.

- g) **Army Resource Controls (ARC):** ARC provides the capability to track and report the accurate status of the TOA, base and contingency. ARC allows authorized users to specify a start point and then enter adjustments to the Total Obligation Authority (TOA) as changes occur during the budget cycle. ARC makes these controls available electronically to other applications to ensure controls are maintained through all business processes.
- h) **Program & Financing System (P&F):** The P&F system is used to support the ASA (FM&C) appropriation sponsors in development of the details and information required by OSD for submission during the Budget Estimate Submission (BES) cycle. The P&F Statement is a complex financial statement that must be prepared in a short time span. The primary objective of the P&F System is to reduce the workload of the appropriation sponsors involved in preparing the Army P&F Statements and to ensure that the P&F meets all the validation criteria and are in balance with the ARC TOA Controls. The ARC system controls the dollar amount appropriation. This is accomplished by populating sections from outside sources, calculating amounts, enforcing business rules and data integrity, and providing balancing features.

C.2.1 AGENCY MISSION

ASA(FM&C)'s mission is to formulate, submit, and defend the Army budget to Congress and the American people; oversee the proper and effective use of appropriated resources to accomplish the Army's assigned missions; provide timely, accurate, and reliable financial information to enable leaders and managers to incorporate cost considerations into their decision-making; provide transparent reporting to Congress and the American people on the use of appropriated resources and the achievement of established Army-wide performance objectives; and manage and coordinate programs for the accession, training, and professional development of Army resource managers. The IT oversight includes management of the IRMIS software portal. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds. IRMIS is a non-proprietary, custom designed web application.

C.2.2 CURRENT ENVIRONMENT

IRMIS resides on both the NIPRNet and SIPRNet networks. The IRMIS portal is hosted on the Microsoft Windows using Microsoft Internet Information Services (IIS) and Secure Socket Layer (SSL). The database backend support is provided by Microsoft SQL Server and reports generated from Microsoft Reporting Services.

IRMIS was developed using multiple web technologies and continues to evolve. The portal framework and current development are supported with .NET, ASP.NET, C#.NET, VB.NET, AJAX, jQuery, XML SOAP Web Services, JavaScript, dynamic HTML, XML and Cascading Style Sheets. Reporting services are managed with Microsoft SQL Server Reporting Services.

ASA (FM&C) is comprised of up to 330 workstations plus standard peripherals including printers and scanners located primarily in the Pentagon. Pentagon users are linked to the IRMIS

Portal through a LAN supported by up to 22 ASA (FM&C) SQL, web and reporting virtual servers. The LAN accesses the Army Information Management Center backbone and links to the remote sites and to the internet. Hardware includes laptop computers, IBM compatible desktop computers, printers, scanners, and various network servers and switches.

Software specifications

ASA (FM&C) maintains a variety of custom developed applications to support its functions and processes. These applications were developed with contractor support under the guidance of ASA (FM&C) using the following software:

- Software for Enterprise Servers
 - Microsoft Windows
 - Microsoft SQL Server
 - Microsoft SQL Reporting Services
 - Microsoft Team Foundation Server
- Software for Developers
 - Microsoft Visual Studio
 - Microsoft Office
 - Beyond Compare
 - Telerik RadControls
 - Red Gate SQL Developer Bundle

All licenses for software running on Government Furnished Equipment within the production and Beta environments on the NIPRNET and SIPRNET will be purchased and maintained by the Government.

Licensing for software used at the Contractor's site is the responsibility of the Contractor.

C.3 SCOPE

The contractor shall provide Program Management Support, Operational Support, Application Engineering Support, and Transition Services in support of the ASA (FM&C) IRMIS suite of financial management applications.

The Contractor shall support the following functions:

- Implement and execute a Project Management Plan which ensures the project is staffed with highly qualified personnel and ensures that project milestones and deliverables are met;
- Provide operational support to ensure IRMIS is running in a fully operational state throughout the budget cycle;
- Provide PPBE functional expertise by assisting ASA (FM&C) in responding to new budget requirements and directives;
- Resolve problems and implement changes in a timely manner;
- Provide Web Server and Database Server Administration support to ensure optimal and reliable operations; and

- Develop new applications and features to satisfy budget requirements.

C.4 OBJECTIVE

The Contractor shall provide technical and functional services to ensure successful business operations, maintenance, and enhancement of IRMIS. This work includes functional budget support, technical systems engineering support and integration support to continue the operations, maintenance and modification of the ASA (FM&C) IRMIS suite of financial management applications without introducing risk to the development and submission of the Army's \$300 billion budget to the Office of the Secretary of Defense (OSD) and Congress. There are multiple critical milestones / timelines established by OSD and Congress that are not negotiable; the pace of the operations is constant and unrelenting, and IRMIS must be available to support these timeframes.

C.5 TASKS

C.5.1 TASK 1 – ACCOUNTING FOR CONTRACTOR MANPOWER REPORTING (CLINs 0001 and 1001,)

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this TO for the Headquarters Department of the Army (HQDA) via a secure data collection site: the Enterprise Contractor Manpower Reporting Application (ECMRA). The contractor shall completely fill in all required data fields using the following web address: <http://www.ecmra.mil/>.

Reporting inputs will be for the labor executed during the period of performance during each Government Fiscal Year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the support desk at: <http://www.ecmra.mil/>.

Contractors may use Extensible Markup Language (XML) data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a contractor's systems to the secure website without the need for separate data entries for each required data element at the website. The specific formats for the XML direct transfer may be downloaded from the web.

C.5.2 TASK 2 – TASK ORDER PROGRAM MANAGEMENT (CLINs 0002 and 1002)

The contractor shall provide program management support. This includes the management and oversight of all activities performed by contractor personnel, including subcontractors, to satisfy the requirements identified in this Performance Work Statement. The contractor shall identify a Program Manager (PM) by name, which shall provide program management, direction, administration, supervision, quality assurance, and leadership of the execution of this Task Order. The contractor shall provide project management oversight to include the following subtasks:

C.5.2.1 SUBTASK 2.1 - KICK-OFF MEETING

The contractor shall participate in a Government-scheduled Kick-Off Meeting within ten (10) working days after task order award. Key prime contractor personnel shall participate in the Kick-Off Meeting. The purpose of this Kick-Off Meeting is to (1) aid both the Government and contractor personnel in achieving a clear and mutual understanding of all requirements, and (2) identify and resolve potential problems. The contractor shall be prepared to discuss any issues requiring clarification and gather information necessary for the Project Management Plan and Transition Plan.

The Kick-Off Meeting shall include, but not be limited to, the following topics:

- Program Review
- Existing and Planned Applications and Technical Initiatives
- Personnel Security Issues

The contractor shall deliver the following documents to the Government at the kick-off meeting:

- Initial Transition Plan
- Draft Quality Control Plan
- Draft Project Management Plan

C.5.2.2 SUBTASK 2.2 - PROJECT MANAGEMENT PLAN

The contractor shall develop and maintain, throughout the task order period of performance, a Project Management Plan (PMP) that shall be used as a foundation for information and resource management planning.

The PMP shall include, but not be limited to, the following:

- Baseline schedule overlaid with actual schedules, for each task
- Project Organization Chart
- Work Breakdown Structure
- Baseline costs overlaid with actual costs, for each task
- Contractor personnel assignments and duration
- Task Order deliverables
- Change Management Plan
- Configuration Management Plan
- Risk Management Plan

The contractor shall keep the PMP up-to-date, be accessible electronically at any time, and be prepared to brief any PMP content to the Government on short notice (within 24 hours of Government request).

C.5.2.3 SUBTASK 2.3 - MONTHLY STATUS REPORTING

The contractor shall provide a Monthly Status Report (MSR) that is due by the close of business (COB) on the last workday of each month. This report shall analyze the current task order and provide task order accounting information. The monthly status report shall include the following elements:

- A summary of work performed by task area for the reporting period;
- Performance and contractual issues that require management attention;
- Planned hours (monthly and cumulative);
- Billed hours (monthly and cumulative);
- Planned costs (monthly and cumulative);
- Billed costs (monthly and cumulative);
- Items purchased for the Government;

If additional elements are needed on the MSR, the Contractor shall be notified prior to the report due date.

The contractor shall also provide a rolled-up summary of the task order to date. The contractor shall also reconcile within the monthly report the above contractor-provided information with each invoice such that they can be matched month by month.

C.5.2.4 SUBTASK 2.4 -QUALITY CONTROL

The contractor shall institute and maintain a capability to ensure the quality of the products and services required under this task order. The contractor shall prepare, implement, and maintain a Quality Control Plan (QCP) and perform quality control functions in accordance with the Plan. The plan shall include inspection, verification, and evaluation procedures necessary to affect quality control of all products and services under this task order. The QCP may be modified as the project progresses by coordinated approval of the contractor and the government.

C.5.2.5 SUBTASK 2.5 - QUALITY ASSURANCE

The Government will perform periodic reviews of the contractor's performance in accordance with the Government's Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s). The Government reserves the right to review products and services to be provided to determine conformity with performance and technical requirements. Government quality assurance will be conducted on behalf of the CO. The Contracting Officer's Representative (COR) and the ASA (FM&C) Technical Point of Contact (TPOC) will be appointed to coordinate the overall quality assurance of technical compliance.

C.5.3 TASK 3 –OPERATIONAL SUPPORT (CLINs 0003 and 1003)

This work involves operational support for the Planning, Programming, and Budget and Execution (PPBE) Cycle. This support is essential in assuring IRMIS is fully operational during critical budget cycles and gives the user community reliable and state-of-the-art tools to accomplish their mission within deadline. The objective of Operational Support is to ensure complete, continuous and successful business operations for all IRMIS components.

C.5.3.1 SUBTASK 3.1 BUDGET CYCLE SUPPORT

The Headquarters Department of the Army (HQDA) participates in the Department of Defense Planning, Programming, and Budget and Execution System (DoD PPBE). The Army component of the DoD PPBE is the Planning, Programming, Budgeting, and Execution System (PPBE). This task area involves substantial interpretation of the PPBE and budget data elements to ensure IRMIS stays in an operational state and provides accurate and timely results.

The contractor shall provide operational support as described below:

- Prepare the IRMIS applications, system parameters and database for the start of the Program Budget Review Submission (PBR), the transition between the Programming and Budget Estimate phases within the PBR, and the start of the President's Budget (PB);
- Assist the government in the preparation and submission of Budget Materials;
- Assist the government in the loading and submission of Budget Data;
- Ensure that all budget exhibits generate as intended;
- Validate data;
- Submit data to the Probe and OSD systems; and
- Close the system at the end of the cycle.

C.5.3.2 SUBTASK 3.2 ANALYTICAL SUPPORT

The Contractor shall provide analytical support to ASA (FM&C) for analysis of issues related to the PPBE. The contractor shall analyze OSD and Army Budget Directives and recommend solutions. During the budget cycle and at the direction of the TPOC, the contractor shall provide knowledgeable personnel to provide on-site analytical support in the secure vaults located in the Pentagon. The contractor personnel must possess in-depth knowledge of the data elements, submission requirements, IRMIS software, and PPBE. The personnel must possess the technical skills to write SQL scripts to manipulate, validate, and format budget data for submission in the correct format. It is imperative that the contractor have the functional expertise to provide relevant responses to a wide range of complex questions raised by external and internal organizations. Historically, analytical support takes up to one man-year per year of contractor support during the budget cycle.

C.5.3.3 SUBTASK 3.3 PROBLEM ANALYSIS AND RESOLUTION

Problem Analysis and Resolution encompasses modifications that fix application problems caused by design, logic, or coding errors. Problems are reported by users via email to the contractor. The contractor shall acknowledge receipt of the problem within one business day. The Contractor shall analyze the problem and identify the root cause. The contractor shall identify a plan of action to resolve the problem including an estimate of how long the resolution

will take. On a timeline directed by the TPOC, the contractor will correct the problem and deploy the application.

The Contractor can expect up to 40 problems per year.

C.5.3.4 SUBTASK 3.4 USER ACCESS MANAGEMENT

The Contractor shall maintain security systems that authenticate individuals upon login and grant them access based upon user and group permissions. This authentication scheme shall support DoD certificates, currently available via the standard issue Common Access Card (CAC).

C.5.3.5 SUBTASK 3.5 SYSTEM INTERFACE MAINTENANCE

The Contractor shall maintain current system interfaces and create new interfaces with external modules, systems, applications and databases. The Contractor shall perform the following tasks:

- Ensure that the current interfaces are functioning as intended;
- Modify interfaces to accommodate new budget requirements;
- Modify interfaces to support technology changes and refreshment;
- Establish up to 4 new interfaces per year; and
- Maintain and update System Interface Agreements as needed with other Contractors and Government organizations.
- In accordance with the Army Data Strategy and [FMC](#) guidance the vendor shall support the migration of all interfaces to a Kong API exchange hosted in Army cProbe. The Army intends to deprecate all point to point data exchanges wherever possible.

The following table lists the current system interfaces:

Organization	System	Interface Type	Data Description
G-8	Probe	Database Views	Data Definitions and Resources
ALTESS	P&R Forms	Web Service	Resources
ASA (FM&C)	CRE	Database Views	Civilian Pay Rates
ASA (FM&C)	EAS	Database Views	Dollar Resources
G-8	AE2S	Database Views	Resources
PEO AMMO		Web Service	Resources
BRAC		Web Service	Funding Documents

C.5.3.6 SUBTASK 3.6 SOFTWARE MAINTENANCE

The IRMIS Portal incorporates several system software packages, development software, and COTS products including: Telerik RadControls, MS Office, Visual Studio, and Team Foundation Server. The following Open Source Libraries and standards are also incorporated: JQuery, .NET Framework, Open XML, TSQL. The contractor shall upgrade the software to the latest version as directed by the government. The contractor shall update the IRMIS components to accommodate upgrades to the COTS products and Libraries. The Contractor can expect up to 2 upgrades per year. The contractor is expected to support the migration of the legacy application to an OpenWhisk, or similar, serverless compute service technical approach as FMC continues its integration with the Army cProbe environment.

C.5.3.7 SUBTASK 3.7 USER SUPPORT AND TRAINING

The contractor shall provide User Support and Training as described below:

- Ensure the system is operational during designated business hours of 8:00 a.m. to 6:00 p.m. EST, during normal business days, Monday through Friday, except on Federal Holidays. Any operational problems shall be resolved before 6:00 PM of the day of notification. If additional time is needed, the government shall be notified;
- Provide help desk support to end users via telephone during the business hours of 8:00 am to 6:00 pm EST to resolve technical or application problems from Monday through Friday during normal business days, except Federal Holidays. Provide desk-side support if issues cannot be resolved over the phone. Provide after-hour or weekend remote support for problem resolution during intense budget cycles;
- Provide desk-side support to resolve technical issues in running the IRMIS software. The Contractor can expect up to 10 Pentagon visits per year for desk side support;
- Provide classroom training for the Funding Control System (FCS) at the government site. The Contractor can expect up to 2 classroom training sessions per year; each session should be no more than eight hours.
- The contractor shall load the IRMIS software on the training site to support formal classroom training. This includes training sessions conducted by the contractor and those conducted by the government. As directed by the government, the contractor shall be on-site during the training sessions to resolve any technical issues that may arise. The Contractor can expect to provide this support up to 4 times per year. Each session should be no more than eight hours.

C.5.3.8 SUBTASK 3.8 SERVER ADMINISTRATION

The contractor shall provide Database Administration (DBA) and Web Server Administration.

C.5.3.8.1 DATABASE ADMINISTRATION SUPPORT

The contractor shall provide daily Database Administration (DBA) support for all ASA (FM&C) databases in the Amazon Web Services Cloud and on the ASA (FM&C) LAN. This will include database servers in the NIPRNet and SIPRNet environments. The contractor shall perform the following DBA activities:

- Maintain the existing SQL Server databases in an operational state;
- Monitor and resolve performance issues,
- Create new databases and replicate data to support new budget functionality;
- Add, delete, and modify user access and permissions;
- Schedule and perform database backups and recoveries;
- Upgrade the SQL Servers to the latest software version;
- Provide DBA assistance to other contractors;
- Monitor data alerts. Respond and resolve these issues;
- Create SQL Server instances.

The following table lists the current Database Servers, number of database, number of tables and size:

Database Servers	Number of Databases	Number of Tables	Size
HQDA-FM-IN01\EAS	9	4548	23.98GB
HQDA-FM-IN02\ASARS	8	465	11.74GB
HQDA-FM-IN03\PPBE	6	255	1.69GB
HQDA-FM-IN04\IRMIS	28	3911	77.82GB
HQDA-FM-IN05\CRE	9	459	100.69GB
HQDA-FM-IN06\ASAFM	4	34	685MB
HQDA-FM-IN07\ASAFM_KP	5	54	78MB
HQDA-FM-IN08\Execution	1	434	45.21GB
HQDA-FM-IN09\LDD	3	49	42.55GB
HQDAA0S00080-03\irmisprodc	28	3911	77.82GB
HQDA-FM-IN01D\DevA	26	2414	38.11GB
HQDA-FM-IN02D\DevB	14	900	30.75GB
HQDA-FM-IN03D\DevC	16	3117	576.24GB
HQDAA0S00080-04\IrmisBetaC	28	3911	77.82GB
HQDAA0S00080-04\IrmisUnclass	28	3911	77.82GB

C.5.3.8.2 WEB AND REPORTING SERVER ADMINISTRATION SUPPORT

The contractor shall administer the Web and Reporting Servers hosting the ASA (FM&C) applications. This includes the NIPRNet and SIPRNet servers residing in the AWS cloud and the ASA (FM&C) LAN. The contractor shall perform the following activities:

- Ensure that the servers are in an operational state;
- Ensure that the latest system software is installed;
- Authorize users as approved by the government;
- Test OS and software application patches.

The following table lists the current Web and Reporting Servers

Server Name	Server Type
HQDA-FM-WS207	Web Server
HQDAA0S00080-01	Web Server
HQDA-FM-WS207d	Web Server
HQDAA0S00080-02	Web Server
HQDA-FM-WS212	Reporting Server
HQDAA0S00080-03\irmisreportc	Reporting Server
HQDA-FM-WS212d	Reporting Server

C.5.3.9 APPLICATION SECURITY SUPPORT

Certification and Accreditation (C&A) is required by the Federal Information Security Management Act (FISMA). The Contractor shall ensure IRMIS maintains its Defense Information Assurance Certification and Accreditation Process (DIACAP) accreditation and all other requirements to continue receiving an Authorization to Operate (ATO). C&A support shall include the investigation and correction of security issues raised during this review.

The contractor shall provide the following application security support:

- Perform software security activities throughout the Software Development Lifecycle (SDLC). The contractor shall conduct inspections and reviews during their SDLC to ensure the software has no security vulnerabilities.
- Load the IRMIS software and database on servers designated by the Software Assurance Risk Management (SwARM) Team.
- Grant permissions to the SwARM Team to run IRMIS.
- Prepare a Plan of Action and Milestones (POA&M) for each security finding identified in the SwARM report.
- Investigate and correct all security findings identified during the C&A process.

C.5.3.10 CHANGE MANAGEMENT SUPPORT

The goal of the Change Management process is to implement changes into the operational environment in a manner that provides the desired result with no or minimal negative impact on the users or system interfaces.

The IRMIS applications are constantly changing and expanding. This change is primarily driven by: (1) new budget requirements and directives; (2) usability; and (3) emerging technologies. ASA (FM&C) may require engineering changes to meet program objectives. To support the expansion and changes, the Contractor shall provide technical resources and capabilities to change existing and implement new business logic and to update and change the IRMIS applications. The government will issue Change Requests to enhance the capabilities, usability, and performance of IRMIS.

The contractor shall provide the following change management support:

- Upon receipt of a Change Request, the contractor shall convene a Change Control Board to determine the feasibility and timeline for implementing the change;
- If approved by the government, the contractor shall implement the change;
- The contractor shall identify and recommend changes to IRMIS;
- The contractor shall follow a standard change management process in accordance with industry best practices;

The Contractor can expect up to 75 Change Requests per year.

C.5.4 TASK 4 – APPLICATION ENGINEERING SUPPORT (CLINs 0004 and 1004,)

ASA (FM&C) requires engineering support to implement new budget requirements, meet the changing needs of the user community, maintain industry best practices and plan for long-term growth and sustainability of the IRMIS Suite. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds. The work in this task involves the development, modernization and enhancement of the IRMIS applications.

C.5.4.1 SUBTASK 4.1 IRMIS PORTAL SUPPORT

C.5.4.1.1 APPLICATION DEVELOPMENT SUPPORT

- The Contractor shall develop a centralized, IRMIS-wide Authorization function, that enables IRMIS system administrators to authorize users for IRMIS, across application and function boundaries based upon user and group permissions established by ASA (FM&C) leadership. The application shall provide ASA (FM&C) administrators with the capability to create and alter user authorizations. This authentication scheme shall support DoD certificates, currently available via the standard issue Common Access Card (CAC);
- The Contractor shall develop an IRMIS system level Administration application that provides a web interface to alter system parameters for each of the IRMIS applications. The applications will share common system parameters where applicable. The application will allow IRMIS administrators to alter system

parameters such as: Cycle and Exhibit descriptive information, cycle workflow parameters and fiscal year availability.

C.5.4.1.2 APPLICATION ENHANCEMENT SUPPORT:

The Contractor shall implement the following enhancements to the IRMIS Portal:

- Update Army images and graphics;
- Create a PROBE Refresh-on-Demand interface to be used by portal administrators. The interface shall provide visibility of the job processing log and any errors that may have occurred;
- Create an IRMIS Activity and Error Log interface.

C.5.4.2 SUBTASK 4.2 RESOURCE FORMULATION SUPPORT

C.5.4.2.1 APPLICATION DEVELOPMENT SUPPORT

- The Contractor shall develop a -1 Budget Exhibit Support Utility to facilitate data submission;
- The Contractor shall develop Budget Exhibit Support Utility to facilitate the creation, data submission, and data reconciliation of the OSD-C budget submission requirements;
- The Contractor shall develop the capability for appropriation sponsors to add CMEs to the OP32;
- The Contractor shall develop the capability to edit OCO Request data in the OP32 user interface.

C.5.4.2.2 APPLICATION ENHANCEMENT SUPPORT:

The Contractor shall implement the following enhancements to Resource Formulation:

- Add Key 5 Negative Resources Special Report;
- Create GFEBS start file to load PBG and APPN data;
- Dynamically change Resource Formulation application menus and links for the SIPRNet environment;
- Provide capability to restore previous version of OCO resources to reverse the effect of an import;
- Enhance Workset Import override capability to account for errors associated with new resource combinations;
- Automate import of P1R data at COMPO Level;
- Create additional Audit and Delta analysis reports;
- Provide capability to show APE MilPers SAG on Report Builder;
- Provide a data feed to support DASA CE's Army Military-Civilian Cost System (AMCOS);
- Change APE for RDTE to include trailing RDTE Project in positions 7-9;

- Provide option for users of PEO AMMO WebService to include/exclude approved worksets;
- Enhance the Filter and Create Resource interfaces to optimize performance, limit data element lists to resourced or available values respectively and provide PEG authorization group selection for POM users;
- Create SAG Civilian Pay Difference report;
- Provide capability to update the PB32 in the OP32 Resource Editor;
- Create Resource Controls Analysis reports;
- Add capability to create new Program and Finance resource lines for Object Class and Reimbursable Worksheets.

C.5.4.3 SUBTASK 4.3 CIVILIAN PAY COSTING AND ANALYSIS SYSTEM (CPCAS) SUPPORT

C.5.4.3.1 APPLICATION ENHANCEMENT SUPPORT:

The Contractor shall implement the following enhancements to CPCAS:

- Add capability to delete versions;
- Create OP-8 Data Override Editors;
- Create a RFS/PB32 Balance Report;
- Create the following analysis reports:
 - Version Comparison Report;
 - Cost Trend Report.

C.5.4.4 SUBTASK 4.4 MILITARY PERSONNEL FINANCIAL MANAGEMENT SYSTEM (MP FMS) SUPPORT

C.5.4.4.1 APPLICATION DEVELOPMENT SUPPORT

- The Contractor shall develop all OCO exhibits for the Military Pay Army (MPA), Reserve Pay Army (RPA), and National Guard Pay Army (NGPA) appropriations. The contractor shall develop a web interface providing the user with the capability to generate the OCO Justification Books for each of the Military Personnel appropriations.

C.5.4.4.2 APPLICATION ENHANCEMENT SUPPORT:

The Contractor shall implement the following enhancements to MP FMS:

- Add validation checks to the Justification Books to ensure data consistency;
- Develop capability to generate work sets;
- Automate the following budget exhibits:
 - PB30K Analysis of Appropriation Changes and Supplemental Requirements;
 - MP-4 Military Personnel by Region and Country (End Strength);
 - MPR-7 Pay Raise Data;
 - MPR-10 Monthly Obligation Phasing Plan;
 - MP-15 Monthly Obligation Phasing Plan;

- Foreign Currency Exchange Data.
- Create the following reports:
 - Audit Trail Report;
 - Object Class report with BA and APE;
 - Workset Report.

C.5.4.5 SUBTASK 4.5 FUNDING CONTROL SYSTEM (FCS) SUPPORT

C.5.4.5.1 APPLICATION DEVELOPMENT SUPPORT

- The Contractor shall reengineer the Congressional Tracking module and database model. The module shall provide the user with the capability to import BASE and OCO Congressional Marks for multiple fiscal years. The module shall provide the user with the ability to dynamically create new Congressional Add data elements, as mandated by Congressional Committee changes. The contractor shall develop a web interface to display Congressional Historical Marks across multiple years in both BASE and OCO dollars. The contractor shall provide the ability to edit Congressional Marks on a detailed level.
- The Contractor shall reengineer the O&M Funding Letter module and database model. The module shall provide the user with the capability to track Congressional marks for all O&M funding appropriations. The contractor shall develop the capability to track Congressional Marks in BASE and OCO dollars for all O&M funding appropriations. The module shall provide the ability to import Congressional Marks in BASE and OCO dollars. The module shall allow users to display Congressional Historical Marks across multiple years in BASE and OCO dollars.

C.5.4.5.2 APPLICATION ENHANCEMENT SUPPORT:

The Contractor shall implement the following enhancements to FCS:

- Provide a technology refresh of Funds Distribution (FD) Summary page in order to provide improved usability and performance ;
- Develop the capability to search/filter by FAD ID in the Funds Distribution user interface;
- Develop the capability to search/filter by FAD Type and FAD Stage in the Report Selection Criteria interface;
- Incorporate Advance Procurement flags and descriptions into Funds Distribution interface;
- Standardize CMD abbreviation display size throughout all Funding components.

C.5.4.6 PROGRAM BUDGET REVIEW DECISION COORDINATION SYSTEM (PBRDCS) SUPPORT

C.5.4.6.1 APPLICATION DEVELOPMENT SUPPORT

The Contractor shall revise the application to correspond to the current PBD/RMD process.

C.5.5 TASK 5 – TRANSITION SERVICES (CLINs 0007, 1007)

C.5.5.1 Transition Plan

The contractor shall prepare and provide an initial transition plan. Once approved, the contractor shall update the plan throughout the term of the TO. The Transition Plan shall present a methodology detailing how transition will occur from the current contractor to the new contract staff at the beginning of the TO without interruption or degradation in any services and how transition will occur to the Government or to another contractor at the end of the TO. The transition activities shall minimize both loss of support and cost. The Transition Plan shall address, at a minimum, the following areas:

- Transition of Program Management Support and Other Personnel
- Transition of Task Requirements in the TO
- Asset Transfers (hardware, software, GFP)
- Resource Requirements (personnel and budget)
- Security Clearance Actions and Status
- Transition Milestones and Timeline
- Risk Mitigation Practices

C.5.5.2 TRANSITION – IN SERVICES

The Government is currently receiving services under an existing TO. The successful contractor shall perform transition-in services necessary to provide a smooth and efficient transition from the existing contractor without any interruption or degradation in any services.

Transition-in services shall commence within 2 days after Government approval of the Transition Plan, and all transition-in activities shall be completed 30 days after approval of the Transition Plan.

*No transition-in services are anticipated from the incumbent.

C.5.5.3 TRANSITION - OUT SERVICES

The contractor shall perform all services necessary to transition the work performed under this TO to the Government or another contractor at the conclusion of this TO. The contractor shall perform all transition-out services necessary to provide a smooth and efficient transition without any interruption or degradation in any services.

The contractor shall update the Transition Plan, for Government approval, 120 days prior to the transition out period. The transition-out period is anticipated to be 60 days prior to expiration of